

# **Planning & Development Committee Meeting**

Council Chambers  
Pembroke, Ontario  
April 4, 2023  
6:28 p.m.

## **1. Call to Order**

### **Present:**

Councillor Jacyno, Chair  
Mayor Gervais  
Deputy Mayor Abdallah  
Councillor Kuehl  
Councillor Lafreniere  
Councillor Plummer  
Councillor Purcell

### **Also, Present:**

David Unrau, Chief Administrative Officer  
Colleen Sauriol, Director of Planning, Building and By-law Enforcement  
Elijah McKeown, Tourism Officer  
Angela Siebarth, Economic Development Officer  
Nancy Rapin, Recording Secretary

Councillor Jacyno called the meeting to order at 6:28 p.m.

## **2. Disclosure of Pecuniary Interest and General Nature Thereof**

There were no disclosures of pecuniary interest declared

## **3. Approval/Amendment of Meeting Agenda**

### **Motion:**

Moved by Deputy Mayor Abdallah  
Seconded by Councillor Lafreniere

That the agenda of the Planning & Development Committee meeting of April 4, 2023, be approved as circulated.

**Carried**

## **4. Approval of Minutes**

a. Planning & Development Committee Meeting – March 7, 2023

### **Motion:**

Moved by Councillor Kuehl  
Seconded by Councillor Plummer

That the minutes of the Planning & Development Committee meeting of March 7, 2023, be approved as circulated.

**Carried**

## **5. Business Arising from Minutes**

There was no business arising from the minutes.

## **6. Presentations/Delegations**

### **a. Renfrew Wolves Jersey Presentation**

Renfrew Mayor Sidney was in attendance to present the Renfrew Wolves jerseys to Mayor Gervais, Deputy Mayor Abdallah and CAO David Unrau to wear for the remainder of the evening's meetings. This was the result of a friendly wager in the spirit of engaging the communities. A five-game "Battle of the Valley" hockey tournament began November 25, 2022 between the Renfrew Wolves and the Pembroke Lumber Kings, with the prevailing team's representative delivering the jerseys to the opposing team to be worn for the evening's meetings.

### **b. Integrated Community Housing – County of Renfrew**

Mr. Craig Kelley, CAO of the County of Renfrew was present to speak to Committee regarding the County's Housing and Homelessness programs. Jason Davis, Director of Development and Property, and Laura Lapine, Director of Community Services, from the County were also present to speak to current and proposed initiatives to combat homelessness and the housing issues. A discussion was held and the following points were raised:

- Homelessness is a serious problem throughout Ontario
- County manages a number of different housing programs
- County is expanding housing – an eight-unit residential development on Lea Street
- Project is very costly thus the request to waive fees
- County is offering great programs to assist citizens
- Developers could contact Laura or Jason if interested in partnering with initiatives
- Provincial funding is available and has been granted
- Social Services relief fund has been terminated as of March 31<sup>st</sup>
- The Warming Centre has offered a great relief to residents
- County staff assist The Grind with the Warming Centre
- Development at the Sisters of St. Joseph's is not affiliated with the County

## **7. New Business**

### **a. Relief from Building Permit Fees – County of Renfrew – 1030 Lea Street**

Ms. Sauriol presented the report. A discussion was held and the following points were raised:

- Contingency funds not yet used and can be utilized for this request
- Water meter is something that the City has to pay for so it shouldn't be at the residents expense
- Pembroke taxpayers have already paid for the City's portion

#### **Motion:**

Moved by Mayor Gervais

Seconded by Deputy Mayor Abdallah

That the Planning and Development Committee waive the total amount of the building permit fee and the water meter fees, as presented and to be funded from the Contingency fund.

#### **Carried**

### **b. Planning Department Fees**

Ms. Sauriol presented the report.

**Motion**

Moved by Deputy Mayor Abdallah

Seconded by Councillor Kuehl

That the Planning and Development Committee approve the proposed changes as presented in the circulated report.

**Carried**

c. Visitor Information Centre

Mr. McKeown, City of Pembroke Tourism Officer, Bethea Summers, PBIA Manager, Melissa Marquardt and Jason Davis of the County of Renfrew were present to answer questions. A discussion was held and the following points were raised:

- VICs are typically at the entrance to a City
- The population that uses VICs is declining
- Continued discussions should be had with the local hotels
- Perhaps space at City Hall could be used

**Motion:**

Moved by Councillor Lafreniere

Seconded by Councillor Kuehl

That the Planning and Development Committee table item until staff meet with hotel managers to discuss options to enhance distribution of visitor information.

**Carried**

d. 2023-2027 OVTA Service Agreement

Mr. McKeown presented the report. A discussion was held, and the following points were raised:

- Great partnership/joint venture
- City's contribution was already budgeted for

**Motion:**

Moved by Deputy Mayor Abdallah

Seconded by Councillor Plummer

That the Planning & Development Committee approve the 2023-2027 OVTA Service Agreement as proposed by the City of Pembroke and the County of Renfrew and accept funding, as presented.

**Carried**

e. Explore Pembroke Campaign

Mr. McKeown presented the information report. A discussion was held and the following points were raised:

- Guides will be made accessible and uploaded to website this week
- Excerpt on Algonquin Trail will be expanded on before published
- Great job on booklet – supports all businesses
- QR codes may be too close together
- Great initiative accomplished

f. Updated Pembroke Economic Development Advisory Committee Terms of Reference

Ms. Siebarth presented the report.

**Motion:**

Moved by Councillor Plummer

Seconded by Councillor Kuehl

That the Planning and Development Committee approve the presented updated Terms of Reference for the Pembroke Economic Development Advisory Committee.

**Carried**

## **8. Adjournment**

### **Motion:**

Moved by Councillor Kuehl

Seconded by Deputy Mayor Abdallah

That the Planning & Development Committee meeting of April 4, 2023, adjourn at 8:11 p.m.

**Carried**